



GOA UNIVERSITY
Directorate of Students Welfare and Cultural Affairs (DSW)

FORMATION OF GOA UNIVERSITY STUDENT'S COUNCIL (GUSC) 2019-20
NOTIFICATION

No. GU/DSW/GUSC/Election/2019-20/439

Date: 24.07.2019

It is hereby notified, for the information of all concerned, that the Goa University Student's Council for the Academic Year 2019-20, has to be constituted, as per the details set out under amended Schedule SSA-7, as notified, vide Goa University Notification No. 2/562/2018-Legal/Amend-Stat Vol.IX/1874, dated 27.08.2018.

The Students' Council of Goa University shall consist of one representative, designated, as University Faculty Representative (U.F.R), from each Faculty of the Colleges/ University Teaching Department, elected by an Electoral College, consisting of University Class Representatives (U.C.R.), of each class of the affiliated College/ Institution/ University Teaching Departments, as the case may be. The Electoral Roll of a Faculty, in a College/Institution, shall consist of all the UCRs of that Faculty, in the College/Institution, who shall elect one amongst themselves, as UFR, to represent the respective Faculty in the College/Institution, in the University Students' Council. For the purpose of the Statute/Schedule, regulating the formation/functions & procedure of Students' Council, the "Class" means, a body of students, undergoing a course of instruction, leading to a University Semester Examination, in a Faculty.

The Professional Colleges will elect such number of UCRs, corresponding to years of the Courses.

In any case, each Professional College will elect only one UFR, as per SSA-7.

Further details regarding the procedure for formation of Students Council of Goa University, is available, for necessary information and compliance of all concerned, in the Amended Schedule SSA-7, as referred to above.

Special attention is invited, of contesting candidates, to the provisions of SSA-7(xii) pertaining to the Code of Conduct, which includes, among other requirements, the timely submission of complete and self-certified audited accounts of the election expenditure, incurred; bio-data, including the details of his/her Membership of various Associations / Organizations. More specifically, the clause (i), wherein certain provisions of the Indian Panel Code, 1860 (Section 153A and Chapter IXA - Offences Relating to Election), shall be made applicable to the elections of Goa University Students' Council.

As per the requirement, stipulated under SSA-(xii)(d), the maximum permitted expenditure, per candidate, at each stage of contest, shall be Rs. 6000/- (Rupees Six Thousand Only).

The Elections shall be conducted, strictly as per the following Schedule, by utilizing the prescribed Forms/Nomination forms, etc., and as per the procedure laid down, along with the prescribed in the relevant Status/Schedule. The relevant Schedule SSA-7, along with the prescribed forms, from 'A' to 'G', is being forwarded, to the respective Colleges/recognized Institutions, with this Notification, and is also displayed on the Goa University website (www.unigoa.ac.in). The Principals of the Affiliated Colleges/ recognized Institutions, are required, to make suitable arrangements, for notifying the same and to conduct the elections, as per the notified time and schedule, in their respective Institutions, and to communicate the results, accordingly.

ELECTION TO ELECT UNIVERSITY CLASS REPRESENTATIVES (U.C.R.)

- a) Last date to receive Nominations : 30th July, 2019, up to 4:00pm
- b) Scrutiny of Nominations : 31st July, 2019, from 12.00pm to 1.00pm.
- c) Withdrawal of Candidature : 01st August, 2019, up to 2:00 pm.
- d) Date of Election/Records of Votes : 02nd August, 2019, from 11:00am to 1:00pm
- e) Counting of Votes/Result Declaration : Immediately upon Record of Votes on 02nd August, 2019.
- f) **Venue for the Record of Votes:**
 - **In Case of Colleges** - As earmarked, by the respective Principals.
 - **For University Teaching Departments** - Auditorium, Chemistry Block 'E', Goa University

ELECTION TO ELECT UNIVERSITY FACULTY REPRESENTATIVES (U.F.R.)

- a) Last date to receive Nominations : 05th August, 2019, up to 4:00 pm
- b) Scrutiny of Nominations : 06th August, 2019, from 12:00pm to 1:00pm.
- c) Withdrawal of Candidature : 07th August, 2019, up to 2:00 pm.
- d) Date of Election/Records of Votes : 08th August, 2019, from 11:00am to 1.00pm.
- e) Vote Count/Result Declaration : Immediately after Record of Votes on 08th August, 2019.
- f) **Venue for the Record of Votes:**
 - **In Case of Colleges** - As earmarked, by the respective Principals.
 - **For University Teaching Departments** - Social Science Seminar Hall, Arts Faculty **Block 'B'**.

ELECTION TO ELECT THE EXECUTIVE COMMITTEE OF THE GOA UNIVERSITY STUDENT'S COUNCIL

- a) Last date to receive Nominations : 13th August, 2019, up to 1:00pm.
- b) Scrutiny of Nominations : 13th August, 2019, from 4.30pm to 5.30pm.
- c) Withdrawal of Candidature : 14th August, 2019, up to 1:00pm.
- d) Date of Election/Records of Votes : 16th August, 2019, from 12:00pm to 1:00pm.
- e) Vote Count /Result Declaration : Immediately after Record of Votes on 16th August, 2019.
- f) **Venue for the Election: Old Guest House, Goa University.**

The **Nomination Papers** along with the mandatory Enclosures, as per the requirement for contesting election to the Executive Committee of Goa University Students' Council, shall be submitted, to the **Office of the Director of Students' Welfare, during office hours, at DSW office, situated on 1st floor, in the Arts and Humanities Faculty, Block-B, Goa University, as above.**

As per SSA-7(x)(a), the Principals of the Colleges/Heads of the Institutions/Director of Students' Welfare, or their Nominees, shall prepare separate lists of voters, for each "Class" and the same, shall be notified and displayed, on the Notice Board. **The cut-off date for the Eligible Voters Roll, shall be all those students, enrolled and admitted, up until 15th July, 2019.**

For the purpose of Election of UCRs and UFRs, the respective Principals of the Colleges/Head of the Institutions/Director of Students' Welfare, or his Nominees, shall be the Returning Officer. Similarly, as per SSA-7 (iv) (k), the Names of the UCRs/UFRs, duly elected, shall be communicated, by the Principal/Head of the Institution, **latest by Friday, 09th August, 2019, till 4.00 pm, either by E-mail: dsw@unigoa.ac.in, or by Hand Delivery, to the Office of the Director of**

Students' Welfare, 1st Floor, Arts Faculty Block-B, Goa University, in Forms 'F' and 'G', respectively.

Following Schedule for submission of related Documents shall be complied with, by all concerned.

1. Complete and Self-Certified Audited Accounts of the Election Expenditure, incurred by candidates, to be submitted, to the Director Students' Welfare Office, as per the following Schedule.
 - a) **For U.C.R.s also elected as UFRs: *by/before Friday, 09th August, 2019, till 4:00pm.***
 - b) **For Executive Committee: *by/before 19th August, 2019, till 4.00pm.***
2. Bio-data of Candidate, including details of his/her Membership of various Associations/Organizations to be submitted to the concerned Election Officer by the contesting candidates, along with the appropriate Nomination Paper.

The details of this Notification are also available on Goa University website along with relevant Ordinances. The students can also obtain all the information pertaining to GUSC election, maintained, on the DSW web page at Goa University website (www.unigoa.ac.in).

Sd/-

Dattesh D. Parulekar

Director,

Directorate of Students Welfare (DSW)
Arts Faculty Block-B, Goa University

To,

1. All the Principals of Affiliated Colleges/Recognized Institutions.
2. Head of University Teaching Departments.
3. P.S. to V.C.
4. P.A. to Registrar

FORM-A

Form of Nomination Paper

ELECTION OF THE UNIVERSITY CLASS REPRESENTATIVE

Name of the College/Institution: _____

1. The post applied for : University Class Representative of Department _____
Class _____ Faculty _____ College _____

2. Name of the Candidate : _____
(In capital letters) Surname Name Father's name

3. Residential Address of the candidate: _____

4. Class _____ Department _____ Roll No. _____ Tel.No. _____

5. Date of Birth : (In figures and words) _____

6. Academic Record of the Previous Year: _____

a) The College/HSS/Dept. last attended: _____

b) The class in which studied _____

c) Result of the last examination: Passed/Failed/A.T.K.T. _____

7. Name of the Proposer : _____
(In capital letters) Surname Name Father's Name

8. Class _____ Department _____ Roll No. _____

Signature of the Proposer

9. Name of the Seconder : _____
(In capital letters) Surname Name Father's Name

10. Class _____ Department _____ Roll No. _____

Date: _____

Signature of the Seconder

DECLARATION OF THE CANDIDATE

I hereby declare that I have read the statutes and code of conduct governing the election of the University Class Representatives and these are binding on me. I further declare that the information given above is true to the best of my knowledge and belief. I further declare that I consent to my nomination.

Date: _____

Signature of the Candidate

INSTRUCTIONS TO THE CANDIDATE

1. The nomination paper must be submitted to the Returning Officer so as to reach him/her not later than the time and day notified for the receipt of nomination.
2. Nomination papers shall be in the prescribed form, and shall be dated and signed by any two members entitled to vote. No person shall be nominated as a candidate for election unless he/she signifies his/her consent on the nomination paper. A nomination paper which does not comply with all the requirements shall be rejected.

REMARKS OF THE OFFICE

The nomination paper of Shri/Smt./Kum/ _____
_____ was received on _____
(day), the _____ (date) at _____ (time).

Signature of the receiver.

SCRUTINY OF THE NOMINATION PAPER

1. The Nomination Paper is found to be valid.
2. The Nomination paper is invalid due to _____
3. The Nomination paper is withdrawn by the candidate on _____

Date: _____

Signature of the Returning Officer

Form B - Electoral College of Three or Under

FORM-B
FORM OF NOMINATION PAPER

Name of the College/Institution/Faculty: _____

(To be used when the number of members on the Electoral College is three or less than three)

To
The Returning Officer,

Sir/Madam,

I wish to contest the election of the College/Institution/Faculty Representative on the Students' Council of the University.

My particulars are as under:

1. Name in full : _____
2. Class: _____
3. Roll No. & Division: _____
4. Date of Birth: _____
5. Residential Address: _____
6. Telephone No.: _____

Place: _____

Date: _____

Signature of the Candidate.

DECLARATION OF THE CANDIDATE

I hereby declare that I have read the statutes and code of conduct for the election of the University Faculty Representative and these are binding on me. I further declare that the information given above is true to the best of my knowledge and belief. I further declare that I consent to my nomination.

Date: _____

Signature of the Candidate

INSTRUCTIONS TO THE CANDIDATE

1. The nomination paper must be submitted to the Returning Officer so as to reach him/her not later than the time and day notified for the receipt of nomination.
2. Nomination papers shall be in the prescribed form, and shall be dated and signed by any two members entitled to vote. No person shall be nominated as a candidate for election unless he/she signifies his/her consent on the nomination paper. A nomination paper which does not comply with all the requirements shall be rejected.

REMARKS OF THE OFFICE

The nomination paper of Shri/Smt./Kum/ _____
_____ was received on _____
(day), the _____ (date) at _____ (time).

Signature of the receiver.

SCRUTINY OF THE NOMINATION PAPER

1. The Nomination Paper is found to be valid.
2. The Nomination paper is invalid due to _____
3. The Nomination paper is withdrawn by the candidate on _____

Date: _____

Signature of the Returning Officer

FORM-C

FORM OF NOMINATION PAPER

Name of the College/Institution/Faculty: _____
Election of the Faculty Representative by the Electoral College

(To be used when the number of members on the Electoral College is more than three)

Name of the Authority of Office for which the candidate is nominated: _____

Name of the Electoral College/Faculty: _____

Name of the Candidate: _____

Class, Division & Roll No. _____

Tel. No.: _____

Date of Birth _____

Candidate's Residential address: _____

Name of the Proposer: (In full): Shri/Smt./Kum _____

Class, Division & Roll No. _____

Proposer's Residential address: _____

Proposer's Signature: _____

Name of the Seconder: (In full): _____

Class, Division & Roll No. _____

Secunder's Residential address: _____

Secunder's Signature: _____

DECLARATION OF THE CANDIDATE

I hereby declare that I have read the statutes and code of conduct governing the election of the University Faculty Representatives and these are binding on me. I further declare that the information given above is true to the best of my knowledge and belief. I further declare that I consent to my nomination.

Date: _____

Signature of the Candidate

N.B.:

1. The nomination paper must be forwarded to the Principal/Head of the Institution /the Director of Students' Welfare or to the Election Officer appointed for the purpose so as to reach him/her not later than the day notified for the receipt of nomination in respect of nomination in respect of any particular election.
2. Nomination papers shall be in the prescribed form, and shall be dated and signed by two electors or by two members of the bodies entitled to vote and where possible shall contain the name in full, address and other details of the two signatories and the candidate nominated. No person shall be nominated unless he/she signifies his/her consent of the nomination paper. It is also not open to an elector to either propose or second his/her own candidature. A nomination paper which does not comply with all the requirements as mentioned above shall be rejected.
3. If the total strength of the electoral College is three or less than three in a College/Institution, the nomination paper shall be valid if it is duly signed by the candidate. (In such cases the requirement that the candidature should be duly proposed and seconded by the two signatories who should be the members of the electoral college will not be insisted upon). In such a case Form 'B' of the nomination paper may be used.

REMARKS OF THE OFFICE

The nomination paper of Shri/Smt./Kum/ _____
_____ was received on _____
(day), the _____ (date) at _____ time).

Signature of the receiver.

SCRUTINY OF THE NOMINATION PAPER

1. The Nomination Paper is found to be valid.
2. The Nomination paper is invalid due to _____

3. The Nomination paper is withdrawn by the candidate on _____

Date: _____

Signature of the Returning Officer

FORM-D
Form of Nomination Paper

ELECTION OF THE EXECUTIVE COMMITTEE OF THE GOA UNIVERSITY STUDENTS' COUNCIL (GUSC)

1. The post applied for: Chairman/Secretary/Member/Lady Member. (Strike out which is not applicable).

2. Name of the Candidate : _____

3. Class _____ Surname _____ Name _____ Father's name _____
Division: (Part) _____

4. Name of the Institution/Department: _____

5. Date of Birth : _____
(In figures and words) : _____

6. Residential Address of the candidate: _____

7. Telephone No.: _____

8. Name of the Proposer: _____
(In capital letters) Surname _____ Name _____ Father's name _____

9. Class _____ Division: (Part) _____

10. Name of the Institution/Department: _____

Date: _____

Signature of the Proposer

11. Name of the Seconder : _____
(In capital letters) Surname _____ Name _____ Father's Name _____

12. Class _____ Division (Part) _____

13. Name of the Institution/Department: _____

Date: _____

Signature of the Seconder

DECLARATION OF THE CANDIDATE

I hereby declare that I _____ am aware of the norms governing the election of the Executive Committee of the Students' Council and these are binding on me. I further declare that the information given above is true to the best of my knowledge and belief, I further declare that I consent to my nomination.

Date: _____

Signature of the Candidate

INSTRUCTIONS TO THE CANDIDATE

1. The nomination paper must be submitted to the Returning Officer so as to reach him/her not later than the time and day notified for the receipt of nomination.
2. A Voter/UFR shall not propose or second the candidature of more contestants than the number of posts to be filled.
3. Nomination papers shall be in the prescribed form, and shall be dated and signed by any two members entitled to vote. No person shall be nominated as a candidate for election unless he/she signifies his/her consent on the nomination paper. A nomination paper which does not comply with all the requirements shall be rejected.

REMARKS OF THE OFFICE

The nomination paper of Shri/Smt./Kum/ _____ was received on _____
(day), the _____ (date) at _____ (time).

Signature of the receiver.

SCRUTINY OF THE NOMINATION PAPER

1. The Nomination Paper is found to be valid.
2. The Nomination paper is invalid due to _____
3. The Nomination paper is withdrawn by the candidate on _____

Date: _____ Signature of the Returning Officer

FORM 'E' (BALLOT PAPER)

NAME OF THE INSTITUTION: _____

FACULTY OF : _____

ELECTION FOR THE POST OF UNIVERSITY CLASS REPRESENTATIVE/UNIVERSITY FACULTY REPRESENTATIVE

NAME	(X) CROSS

SEAL

Form F - Communication of Result for UFR

FORM 'F'

FORM OF COMMUNICATION OF RESULT OF ELECTION OF UNIVERSITY FACULTY REPRESENTATIVE TO STUDENTS' COUNCIL

(To be communicated WITHIN TWO DAYS from the date of election)

To
The Director,
Directorate of Students' Welfare
& Cultural Affairs,
Goa University,
Taleigao Plateau, Goa.

Sir,

This is to inform you that Shri/Miss _____
a bonafide student of this College/Class elected to the Students' Council of the University at the
election held on _____ by the Electoral College of this Institution.

Information in respect of his/her age, residential address-etc. Is given
below:

NAME IN FULL : _____
(Beginning with Surname)

DATE OF BIRTH: _____ In Words): _____

RESIDENTIAL ADDRESS: _____

TELEPHONE No.: _____

I certify that the election to the Students' Council was held in accordance with the rules and
procedures laid down in the Goa University Statutes, SA-23.

Specimen signature of the elected
candidate to be taken in the presence
of the Principal of the Institution.

Signature of the Head of the Institution

SEAL

Form G - Communication of Result for UCR

FORM 'G'

FORM OF COMMUNICATION OF RESULT OF ELECTION OF UNIVERSITY CLASS REPRESENTATIVE
(To be communicated WITHIN TWO DAYS from the date of election of University Faculty Representative)

NAME OF THE INSTITUTION: _____
FACULTY : _____
DATE OF HOLDING THE ELECTION: _____

Name of the Elected Class Representative & address	Class Particulars of the outstanding achievements in Sports/NSS/NCC Cultural activities (necessary Certificates to be attached	Whether belonging to SC/ST/OBC

I certify that the election of the University Class Representative was held in accordance with the rules and procedure laid down in Goa University Statutes, SA.23.

Date: _____

Signature of the Head of the Institution

SEAL
